



# LICENSED GAME BIRD CLUB RENEWAL NOTICE

June 2011

## 2011-2012 Licensed Game Bird Club Information

Your current license will expire July 31, 2011. Please **allow 15 business days** to process your application for renewal of your license.

### Enclosed are the following:

- 2010-2011 Licensed Game Bird Club Application (FG1402). This application will become your license when validated and returned to you by the Department of Fish and Game.
- Game Bird Club Seal Order Form (FG340).
- Credit Card Authorization Form (FG1443).

### Fees (Includes a 3% License Buyer Surcharge\*)

Zone A Up to 500 Acres .....	\$349.50
Zone A 501 or More Acres .....	\$464.50
Zone B Up to 500 Acres .....	\$349.50
Zone B 501 or More Acres .....	\$464.50



### \* 3% License Buyer Surcharge

Section 704, Title 14, of the CCR, states all licenses, tags, permits, reservations or other entitlements purchased through the ALDS are subject to a 3% nonrefundable license buyer surcharge, not to exceed \$7.50 per item.

### Important - Monthly Report Forms

Section 600(a)(7), Title 14, of the California Code of Regulations (CCR), requires licensees to submit monthly reports to the Department of Fish and Game, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, California 95834, within 30 days after shooting has ceased, which means all Zone A clubs should have already submitted their monthly reports. Zone B clubs should submit their monthly reports with their renewal application. **Renewal applications will not be processed if you have not submitted your monthly reports. If you are not renewing the license, you are still required to submit your final reports.** Additional report forms are available from this office or at [www.dfg.ca.gov/licensing/pdffiles/fg1402d.pdf](http://www.dfg.ca.gov/licensing/pdffiles/fg1402d.pdf). Questions regarding your monthly report should be directed to (916) 928-5849.

## Check List for Renewing Your Licensed Game Bird Club

Please read the instructions on the application before completing. **Incomplete** reports and/or applications will be returned and may **delay** the issuance of your license. Mail **ALL COPIES** of the application. Please remember to:

- ✓ Review the preprinted information carefully, line through incorrect information, add corrections, provide information required to complete the application, sign and date it.
- ✓ You **MUST** check whether this is a "renewal of same area - no boundary changes," or "renewal of same area with boundary changes." You **MUST** submit a new map that indicates the new boundaries if boundaries have changed.
- ✓ If you are not the owner of all the parcels listed on the application, you **MUST** submit written verification from the landowner(s) that you have exclusive hunting rights on the land in question. The verification shall state that the applicant has exclusive hunting rights on the land in question for the total period of the term of the license, which is August 1 to July 31, or for the remainder of the period if issued after August 1 (§600(a)(1)(G), Title 14, of the California Code of Regulations.
- ✓ If you failed to submit the monthly reports within 30 days after shooting has ceased, submit the reports with your application.
- ✓ Submit a cashier's check, money order, personal or business check. If paying by credit card, complete, sign, and date the credit card authorization form.
- ✓ Submit a legible copy of your identification.
- ✓ Allow 15 business days for processing.

## California Game Bird Club Seals (CGBCS)

Please note the following when ordering seals:

- CGBCS are only available from the Department's License and Revenue Branch (LRB) in Sacramento.
- Use the enclosed order form when placing your order for seals. Additional forms are available at [www.dfg.ca.gov/licensing/pdf/files/fg340.pdf](http://www.dfg.ca.gov/licensing/pdf/files/fg340.pdf).
- Seal orders are not processed until your license is issued.
- Order forms may be faxed to the LRB at (916) 419-7586 or emailed to [spu@dfg.ca.gov](mailto:spu@dfg.ca.gov) if using a credit card.
- Seals are not available for purchase on a walk-in basis at the LRB sales counter.
- Check your seal inventory often and allow 15 business days for delivery of your order.
- Large orders are sent by a delivery service that does not provide delivery to PO Boxes, so please provide the appropriate delivery address.
- Next day air service and Saturday delivery of orders is not available.
- **DO NOT SENT CASH.**

### Reminder

If you would like your club's name, business address, and business telephone number included in the Licensed Game Bird Club List as being open to the public, please mark the application and renew by October 1, 2011. The list will be posted on the Department web page at [www.dfg.ca.gov/licensing/pdf/files/LGBCList.pdf](http://www.dfg.ca.gov/licensing/pdf/files/LGBCList.pdf). The Licensed Game Bird Club laws and regulations are available at [www.dfg.ca.gov/licensing/pdf/files/fg1402b.pdf](http://www.dfg.ca.gov/licensing/pdf/files/fg1402b.pdf).



### Licensing System

The California Department of Fish and Game (DFG) is pleased to announce that the new licensing system known as the Automated License Data System (ALDS) began implementation in August 2010. This new system will include the phasing out for some of the current paper licenses and the implementation of new automated license issuance processes. The ALDS provides new features and capabilities to make licenses more accessible, enhance DFG's law enforcement and resource management capabilities, designation for licenses issued to individuals versus businesses and ultimately improve customer service.



## Identification Requirements

Identification is now required for all first time purchases through the Internet Point of Sale (IPOS) system. Section 700.4, Title 14, of the CCR, states that any applicant applying for any license, tag, permit, reservation or other entitlement issued via the ALDS shall provide valid identification.

Acceptable forms of identification for individuals include:

- Valid driver's license or identification card issued to the applicant by the Department of Motor Vehicles or by the entity issuing driver's licenses in the applicant's state of domicile;
- Any license document or identification number previously issued via ALDS;
- US Birth Certificate;
- US Certificate or Report of Birth Abroad;
- Birth Certificate or passport issued from a US Territory;
- INS American Indian Card;
- US Passport;
- US Military Identification Cards (active or reserve duty, dependent, retired member, discharged from service, medical/religious personnel); or
- Certificate of Naturalization or Citizenship.

Any applicant less than 18 years of age applying for any license, tag, permit, reservation or other entitlement issued via the ALDS shall provide valid acceptable forms of identification, which include any form of identification described as acceptable for individuals or a parent or legal guardian's acceptable identification.

All applicants applying as a business must provide documentation identifying the business' structure type.

Acceptable forms of identification for businesses include:

- Articles of Incorporation;
- Articles of Organization;
- Certificate of Limited Partnership;
- Statement of Partnership Authority;
- Registration as a Limited Liability Partnership; or
- Statement of Sole Proprietorship.